

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held November 27, 2013.

PRESENT: Commissioners Hasselblad, Blumreich, Tumpach, and Mainz (via conference call)

EXCUSED: Commissioner Hoffmann

ALSO PRESENT: T. Sigmund, P. Kaster, P. Wescott, B. Hafs, N. Qualls, M. Diaz, L. Sarau, B. Bartel, C. Magnin, B. Angoli, B. Brown, B. Vander Loop, M. Erschnig, J. Kennedy, J. Czypinski, M. Urbancic, T. Brown, T. Garrison, J. Van Sistine, J. Nicks—Legal Counsel; M. Heckenlaible—City of Green Bay

Commission President Hasselblad called the meeting to order at 8:30 a.m.

1) Budget hearing.

T. Sigmund reported the budget notice was published in the Green Bay Press-Gazette. He summarized the revisions that were made to the draft budget that was presented at the October 23, 2013 Commission meeting. He reported NEW Water, the brand of the Green Bay Metropolitan Sewerage District, received comments/questions from the Village of Allouez and the City of Green Bay regarding the 2014 budget, and staff has responded to both entities. NEW Water staff gave presentations to some of its customers and significant users as requested. He stated this budget has a lot of challenges, but is the best balance of what NEW Water needs to do. He requested Commission approval of the 2014 budget.

Commissioner Hasselblad asked if any Commissioners had any questions regarding the proposed 2014 budget.

Commissioner Blumreich applauded staff on the changes made to contracted services.

2) Budget adoption.

Motion #13-081

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to adopt the 2014 budget as published.

3) Convene in closed session under State Statute 19.85 (1) (g) for the purpose of conferring with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved, and under 19.85 (1) (c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

- a) Georgia-Pacific litigation
- b) Employment performance review

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

11/27/13
Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #13-082

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to convene in closed session under State Statute 19.85 (1) (g) for the purpose of conferring with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved, and under 19.85 (1) (c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

4) Reconvene in open session.

Motion #13-083

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to reconvene in open session.

5) Approval of minutes of Commission meeting held October 23, 2013.

Motion #13-084

It was moved by Meinz, seconded by Blumreich, and unanimously agreed to approve the October 23, 2013 minutes as distributed.

6) October financials.

M. Diaz reported total operating revenues for the month of October were unfavorable to budget by 4% or \$111,000 due to fewer user fees received than budgeted. Year to date operating revenues were unfavorable to budget by 1%. She reported total operating expenses for the month of October were unfavorable to budget by \$66,000. She stated driving the unfavorable results were maintenance plant, natural gas & fuel oil, contracted services, and chemicals. Year to date operating expenses were favorable to budget by \$1,700,000 due to less expenditures than what was budgeted. Leading the favorable results were contracted services, chemicals, salaries & benefits, power, and solid waste disposal. She stated net income for the month of October was \$187,000.

7) Introduce new employees:

a) Lisa Sarau, Staff Engineer

N. Qualls introduced Lisa Sarau. He stated that he is happy to have her on board.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

11/27/13

Cont'd

PROCEEDINGS OF THE COMMISSION

L. Sarau stated that she graduated from Michigan Technological University with a Bachelor of Science degree in Civil Engineering with a construction management emphasis. She previously worked at STS for three years and at the City of Green Bay for the last 10 years. She stated that she has done applicable work with sanitary sewer design.

b) Corbin Magnin, Operator-in-Training

B. Bartel introduced Corbin Magnin, who began his employment with NEW Water in October.

C. Magnin stated that he graduated from the University of Wisconsin–Stevens Point with a Bachelor of Science degree in Soil and Waste Resource Management, with a minor in Soil Science. He interned at the Wausau Wastewater Treatment Plant as a Lab Technician. He stated that he is happy to be part of the team.

The Commission welcomed them.

8) Request Commission approval to close out the De Pere Facility East Service Area Interceptor Rehabilitation Project 11-038 and issue final payment to Michels Pipe Services.

N. Qualls stated the De Pere Facility East Service Area Interceptor Rehabilitation Project has been completed below the original contract amount due to final unit pricing adjustments, and staff recommends close out of the project and issue final payment to Michels Pipe Services.

Motion #13-085

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to close out the De Pere Facility East Service Area Interceptor Rehabilitation Project 11-038 and issue final payment to Michels Pipe Services in the amount of \$128,801.22.

9) Request Commission approval to execute the Davis-Bacon Wage Rate Compliance Certification for the De Pere East Side Interceptor Rehab Project.

N. Qualls stated as part of the project closeout, the Clean Water Fund Program Financial Assistance Agreement requires certification that NEW Water has complied with prevailing wage requirements of the Davis-Bacon Act. He stated the consultant does a good job tracking this information during construction. He requested the Commission President and Secretary execute the certificate and staff will forward it to the Wisconsin Department of Natural Resources (WDNR).

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

11/27/13
Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #13-086

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to execute the Davis-Bacon Wage Rate Compliance Certification for the De Pere East Side Interceptor Rehab Project.

10) Request Commission approval to award the Fluidized Bed Incineration System contract for the Resource Recovery and Electrical Energy Project to Infilco Degremont, Inc.

B. Angoli stated that staff is seeking further clarification on the contract and asked that the Commission table this item until the December meeting.

Motion #13-087

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to table this item until the December 18, 2013 Commission meeting.

11) Sewer plan approvals:

a) Town of Lawrence C-4402; GBMSD Request 2013-27

B. Angoli reported the Town of Lawrence is requesting 507 ft. of 8-inch sewer to be installed on Mahogany Trail. He stated flow would be tributary to the Ninth Street Interceptor.

b) City of Green Bay – Washington Street; GBMSD Request 2013-28

B. Angoli reported the City of Green Bay is requesting approximately 200 ft. of 8-inch sewer to be installed on North Washington Street, between Walnut Street and Cherry Street.

Motion #13-088

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to approve the Town of Lawrence C-4402 and City of Green Bay – Washington Street sewer plans subject to favorable review by Brown County Planning and final approval by the WDNR.

12) Update of projects:

a) Resource Recovery and Electrical Energy (R2E2)

B. Angoli reported staff has reviewed the 30% design for the septage and high strength waste receiving stations and non-process areas, and reviewed the contract documents for the primary electrical switchgear and the solids dewatering centrifuge pre-selection documents. Staff's review comments for all documents were sent to the designer for incorporation or a response as to the reason for not incorporating comments into the document.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

11/27/13
Cont'd

PROCEEDINGS OF THE COMMISSION

Commissioner Hasselblad stated that she appreciated the contingency list.

b) Charles Street Interceptor Relocation

N. Qualls stated this is the City of De Pere's project, which involves relocating a portion of NEW Water's interceptor sewer to serve a new Walgreens store. He reported the City of De Pere's contractor has started installation of the interceptor sewer and completed installation of the City's storm sewer. He stated there has been some concern with poor soil conditions, but the project has maintained solid bedding design.

c) Leo Frigo Bridge

N. Qualls stated that due to the location of NEW Water utilities to the Leo Frigo Bridge work, the Wisconsin Department of Transportation sent project plans to NEW Water for input. He stated after staff and consultant review, NEW Water does not believe the Leo Frigo Bridge work will have a negative impact on its utilities. He stated the project should be completed in mid-January.

d) De Pere Facility UV Disinfection System Expansion

B. Brown reported the contract work is progressing on schedule. He stated that most concrete work has been completed on the south half of the UV basin structure. The effluent flow will be diverted to the new flow channel in early December so work can begin on the north half.

e) Interplant force main cleaning results

B. Vander Loop acknowledged Maintenance, Treatment, Communications & Education, Engineering, and Field Services staff for their collaborative effort on the Interplant Force Main Cleaning Project. He reviewed the following:

- Project Background
- Interplant Force Main Cleaning Project – Phase I
- Interplant Force Main Cleaning Project – Phase II
- Interplant Force Main Cleaning Project – Phase III
- Poly Pig Results – Flow Rate
- Poly Pig Results – Discharge Pump Pressure
- Project Summary

Commissioner Hasselblad congratulated the entire team for their efforts.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

11/27/13

Cont'd

PROCEEDINGS OF THE COMMISSION

f) Air permit compliance update

B. Bartel reported NEW Water submitted its air construction permit application to the WDNR on Monday. NEW Water has proposed to incorporate a new procedure for calculating carbon monoxide emissions based on regression, change the 8,800 lbs. per hour water evaporative limit calculation period from 7 to 14 days, and remove the current monthly operating hours limit for each incinerator. He stated the WDNR did not see any problems with NEW Water's proposed modifications. He stated there is a 30-day public comment period and the new air permit should be implemented in early spring.

13) Operation report:

a) Effluent quality for October

P. Wescott reported both facilities were in full compliance with all effluent limits for the month of October. The De Pere Facility tied two effluent discharge record lows.

b) Air quality for October

P. Wescott reported there was one deviation notification submittal to the WDNR. He stated a faulty signal conditioner caused the induced draft fan to shut down causing the emergency bypass damper to open. The faulty signal conditioner was replaced and new conditioners have been ordered and will be installed during the next planned outage.

14) Executive Director's report:

a) December Commission meeting

The December Commission meeting will be held November 27, 2013 beginning at 8:30 a.m.

b) NEW Water's holiday celebrations

The NEW Water internal holiday party will be held on December 18 beginning at 11:30 a.m., and the external holiday party will be held at The Woods on December 6 beginning at 5:30 p.m.

c) NACWA's 2014 Winter Conference

NACWA's 2014 Winter Conference will be held February 2 – 5, 2014 in Santa Fe, NM. The theme of the conference is "Compliance, Collaboration & Cost...Drivers for Clean Water's Future".

11/27/13
Cont'd

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

There being no further business to come before the Commission, the meeting adjourned at 10:05 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

Secretary